

WELLESLEY COLLEGE

SLATER INTERNATIONAL CENTER

F-1: Curricular Practical Training (CPT) Application

The purpose of this form is to provide a recommendation for an international student to be employed in an internship and undertake Curricular Practical Training (CPT) in their major field of study. This document is a part of the application process necessary for obtaining employment authorization from the United States Citizenship and Immigration Services (USCIS) and must be completed by the student, their supervising Faculty member, and their Class Dean.

According to the Code of Federal Regulations (8CFR.214.2 (f) (10) (ii), curricular practical training is available to F-1 students who have been lawfully enrolled on a full-time basis for at least nine consecutive months. The employment must be related to the student's major field of study and the student must be enrolled in a course for credit.

STUDENT SECTION

Student's Name: _____ Class: _____
(first) (last)

Major: _____ Date of Expected Graduation: _____

Briefly describe the internship and how it relates to your proposed independent study and your major:

Employment Begin Date: _____ Employment End Date: _____
(mm/dd/yyyy) (mm/dd/yyyy)

Full-Time Part-time

Company Name: _____

Company Address: _____

I understand that in order to be authorized for CPT, I am required to enroll in and complete a 250 or 350 independent study, and that **I will notify the International Student & Scholar Advisor when I have completed and received a grade for this course.**

Student Signature: _____ Date: _____



FACULTY MEMBER SECTION

I agree to supervise the above mentioned student in their Independent Study course # _____ for _____ . I certify that I have read their employment offer letter and understand (semester/year)

that they will be employed from _____ to _____. I have also determined that this (mm/dd/yyyy) (mm/dd/yyyy)

employment is considered an integral part of their academic program. **I will notify the Slater International Center by email (slatercenter@wellesley.edu) when the student has completed their independent study in order to validate their employment authorization.**

By signing below, I verify that I understand the terms of the student’s employment and the academic component of the independent study, and I will comply with the above.

Name: _____ Signature: _____

Department: _____

Phone: _____ Date: _____

CLASS DEAN SECTION

Authorization for employment will be based on your recommendation and confirmation that the student is enrolled full time, is registered for an independent study, and that the proposed employment is related to their major and the independent study. Please review the employer’s letter carefully and discuss with the student how the employment will be related to their independent study.

The above mentioned student is currently enrolled as a full-time student at Wellesley College, is in good academic standing, and is expected to complete their studies in _____. (mm/yyyy)

They are applying for a period of Curricular Practical Training in _____. This (field of study)

training will be valuable to them in their work for the independent study course they will be enrolled in next semester. By signing below, I recommend the student for Curricular Practical Training, and I verify that the academic information above is complete and accurate.

Name: _____ Signature: _____

Phone: _____ Date: _____